

Microsoft® | Volume Licensing

B r i e f

Software Assurance Availability for OEM Microsoft® Office Licenses

May 2004

Corporate Academic ♦ Open License ♦ Open Value License ♦ Select License ♦ Enterprise Agreement 6.0 ♦ Academic Select License

Microsoft applications software licenses prior to Microsoft Office 2003 and acquired through the Original Equipment Manufacturer (OEM) channel were ineligible to be enrolled in Software Assurance (SA). Microsoft Office 2003, any Microsoft Office System OEM applications and any new OEM applications software released after September 1, 2003 which Software Assurance is available, are eligible for coverage with Software Assurance within 90 days from the original OEM acquisition.

OEM Enrollment Options

Starting with Microsoft Office 2003, customers will have the opportunity to enroll OEM licenses for desktop applications into Software Assurance within 90 days of acquisition of the OEM licenses. The following is a summary of the migration license options available to Microsoft customers by each channel:

| Licenses Acquired via the Following Channel | Are qualified to Purchase the following migration Option |
|---|--|
| Volume Licensing | Software Assurance (only concurrent with acquisition of License) |
| Retail Channel | Version Upgrades |
| OEM Channel | Software Assurance (starting with Microsoft Office 2003) |

Customers who choose to acquire Software Assurance for their OEM Licenses of Microsoft Office Systems 2003 and later versions, will receive the additional benefits of volume licensing. These additional benefits are:

- **Reassignment Rights:** Customers may "reassign" a license* and Software Assurance** from one desktop to another.
- **Re-imaging Rights:** Customers may use the re-imaging deployment tools available with licenses acquired via volume licensing.
- **Microsoft InfoPath™***:** Microsoft InfoPath 2003 helps teams and organizations gather and share information by creating rich, dynamic Extensible Markup Language (XML)-based forms. Business users can more easily collect, access, and reuse information with InfoPath so that they can make better informed decisions. For more information on Microsoft InfoPath, please refer to: <http://www.microsoft.com/office/preview/infopath/default.asp>.

* A License may not be reassigned on a short term basis.

** Software Assurance generally may be reassigned, so long as it is not separated from the License for which it was originally acquired.

*** Microsoft InfoPath is only included in Microsoft Office 2003 Professional Enterprise Edition and is only available through volume licensing programs.

Customers who acquire Software Assurance on OEM licenses are eligible for other benefits of Software Assurance. For information on these benefits, please refer to the Software Assurance information on the Licensing section of Microsoft.com.

FAQ's

Q. How should I acquire Software Assurance for a Microsoft Office System license acquired through the OEM channel?

A. Customers may acquire Software Assurance for OEM licenses using either of the following:

| | |
|-----------------------------|--|
| Open License | Acquire an OEM Microsoft Office Systems 2003 license and acquire Software Assurance for that license under your Open License authorization number (within 90 days of OEM license acquisition). |
| Select License | Acquire an OEM Microsoft Office Systems 2003 license and acquire Software Assurance for that license under your Select License agreement (within 90 days of OEM license acquisition). |
| Enterprise Agreement | Enroll your desktops in the Enterprise Agreement without an OEM license |

Q. Can I enroll OEM Microsoft Office System licenses in an Enterprise Agreement for desktops added during a True-up?

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A. For desktops added to an Enterprise Agreement enrollment at True-up, customers must acquire a new License, which (includes Software Assurance under and Enterprise Agreement). Please note that it may be more economical to enroll a desktop into an Enterprise Agreement, without an OEM license for Microsoft Office System. All desktops enrolled in a platform Enterprise Agreement or component Enterprise Agreement with Microsoft Office are automatically licensed for the most current version of Microsoft Office System and will include Software Assurance coverage. Therefore, acquisition of an OEM License is not necessary prior to signing an Enterprise Agreement enrollment.

Q. If I acquire Software Assurance for my OEM license for Microsoft Office System, am I granted the volume licensing version (which includes reassignment rights and re-imaging tools)?

A. Yes, customers will be granted the rights associated with a volume licensing for Microsoft Office System, which includes reassignment rights and re-imaging rights.

Q. If I acquire Software Assurance for an OEM Microsoft Office 2003 Professional Edition license, am I granted a license for the Microsoft Office 2003 Professional Enterprise Edition that is offered in volume licensing only and includes Microsoft Office InfoPath?

A. Yes, if a customer acquires Software Assurance for an OEM Microsoft Office 2003 Professional Edition license, they receive rights to Microsoft Office 2003 Professional Enterprise Edition, which includes Microsoft Office InfoPath.

Q. Why is Microsoft allowing Licenses acquired through the OEM channel to acquire Software Assurance, but not customers with Full-Package Product (FPP) acquired through the retail channel?

A. There is already an upgrade option offered in the retail channel; the version Upgrade FPP.